Career Opportunity

PROGRAMMER ANALYST

U.S. District Court

District of South Dakota
www.sdd.uscourts.gov

Announcement #: 04-21

Number of Vacancies: 1

Location: Rapid City, Pierre, or Sioux Falls, South Dakota

Salary: CL 28 ($61,988 - $100,739) commensurate with experience*

*A discretionary sign-on bonus, up to 25% of annual salary, may be available.

Employment: Regular, full-time

Closing Date: Open until filled

The District of South Dakota
The U.S. District Court, District of South Dakota consists of three active district judges, three senior district judges, one active bankruptcy judge, and three full-time magistrate judges. There are 66 counties within the state with office headquarters located in Sioux Falls. In addition to several satellite offices within the district, divisional offices include Aberdeen, Pierre, Sioux Falls, and Rapid City.

ABOUT THE POSITION
The U.S. District Court for the District of South Dakota is seeking a full-time Programmer Analyst in Rapid City, Pierre, or Sioux Falls. The Programmer Analyst is part of the information technology (IT) automation team and focuses on modernizing current applications and creating new application from scratch.

The Programmer Analyst addresses IT issues and concerns with District Court, Probation/Pretrial Services, and Bankruptcy Court employees by customizing and delivering web applications that meet their individual needs. The Analyst performs technical work related to designing, modifying, and adapting existing software programs as well as writing code, documenting work, developing custom reports, providing training on use of systems to end users, and performing routine testing.

BENEFITS
The U.S. District Court offers a competitive benefits package to include:

- Vacation time accrual up to 104 hours per year; accrual increases with tenure
- Sick time accrual up to 104 hours per year with no limit cap
- Eleven paid holidays per year
- Agency-subsidized federal employee health insurance plans
- Dental and vision plans
- Group life insurance plans
- Flexible spending account options
- Federal Employee Retirement System (FERS) participation
- Optional Thrift Savings Plan (TSP) participation with agency match

OVERVIEW OF DUTIES

- Design, develop, and maintain custom applications using primarily C#, .NET, SQL, and SharePoint.
- Install, configure, test, manage, and support national and local systems interfacing with or running in the Linux operating environment.
- Analyze user needs and software requirements to determine feasibility of software design with time and cost constraints.
- Evaluate established court processes and make recommendations for automating processes.
- When necessary, provide support to end users on peripherals, networking, workstations, and applications escalating higher complex issues to subject matter experts.
- Evaluate, recommend, and assist in the implementation of short-term and long-term automation improvement plans.
- Provide technical expertise in the development and operational support of court systems and services.
- Write and maintain documentation for automation solutions and processes as well as locally developed software.
- When necessary, provide technical support for courtrooms, including wired and wireless microphones, video distribution systems, electronic evidence presentation equipment, and video conferencing equipment.
- Identify and diagnose common system issues; recommend to management best course of action for resolution, and implement as approved.
- Communicate effectively with other IT staff regarding collaborative tasks.
- Serve as technical trainer for all employees; train on new or changed features, applications, and processes.
- When necessary, provide support for mobile technology, including smart phones tablets, laptops, and virtual desktops.
- Occasional travel may be required to other divisional and satellite offices within the district.
- Other duties as assigned.

ADDITIONAL INFORMATION

- Qualified candidates must be U.S. citizens or eligible to work in the United States.
- United States District Court employees must adhere to the *Code of Conduct for Judicial Employees* at all times.
- Positions in the United States District Court are hired under excepted appointments, are not covered under the Civil Service Retirement System, and are considered "at will" employees.
- The candidate hired for this position will be subject to a full background record check.
- This position is subject to mandatory electronic funds transfer participation for payment of net pay (direct deposit).
- The U.S. District Court, District of South Dakota reserves the right to amend or withdraw any vacancy announcement with or without written notice to applicants. If a subsequent vacancy of the same position becomes available within a reasonable amount of time after the original announcement has closed, the Court Unit Executive has the right to select a candidate from the original applicant pool.

JOB REQUIREMENTS & QUALIFICATIONS

- Four years of experience in SQL, Informix, SharePoint, and application development;
- A thorough understanding of C#, .NET Framework, and SQL;
- Knowledge of applicable programming languages, databases, and application design;
- Knowledge of computer systems and networks;
- Skill in generating or adapting programs, equipment, and technology;
- Ability to communicate technical information clearly and effectively, both orally and in writing;
- Ability to interact effectively and appropriately with others, provide a high level of customer service, and resolve IT issues in a timely manner that comply with local and national regulations, rules, and guidelines;
- Skill in writing program documentation.

Proof of experience must be clearly documented on form AO 78 Judicial Branch Federal Employment application.

PREFERRED SKILLS & EXPERIENCE

- Bachelor's degree in Computer Science or IT-related field;
- Knowledge of audio and video distribution systems;
- An understanding of Microsoft SharePoint Libraries, Lists, and Workflows;
- Experience with Microsoft Server and Desktop operating systems;
- Experience with SharePoint, Office 365, OneDrive, Power BI, Power Apps, SQL, and other Microsoft Online products;
- Experience supporting mobile devices;
- Experience with data and systems security;
- Experience supporting large, complex, or enterprise-wide solutions.

APPLICATION INSTRUCTIONS

To receive consideration, applicants must submit the following:

1) A cover letter explaining how you obtained and meet the experience requirements detailed under *Job Requirements and Qualifications*;
2) A current resume to include at least three (3) professional references;
3) A completed AO 78 Judicial Branch Federal Employment application, found on http://www.uscourts.gov under *Court Forms*.

Application packages should be emailed in PDF format with "Vacancy 04-21" in the subject line to Brooke Richards at: brooke_richards@sdd.uscourts.gov.

Incomplete application packages will not be considered.

THE DISTRICT OF SOUTH DAKOTA IS AN EQUAL OPPORTUNITY EMPLOYER